

Fellowship Dispensing Diploma: Year 2 Information Sheet

Please read the following carefully. By signing the course application form, you are agreeing to the following terms and conditions.

General

Please find enclosed the information and forms required for application to the second year of the dispensing diploma course run by ABDO College.

Entrance is dependant on success in the ABDO's Preliminary Qualifying Examination – Theory. Students wishing to join this course having studied the first year with a different institution should first contact ABDO in writing to gain exemption from the PQE.

The second year course incorporates 32 weeks of coursework with four weeks block release.

The second year course prepares students for Abnormal Ocular Conditions and Standards of Practice, Ophthalmic Lenses & Ophthalmic Dispensing and Ocular Anatomy final theory examinations and counts towards the Fellowship Diploma of the Association of British Dispensing Opticians (FBDO). After successful completion of this year, students may progress to the third and final year. Work based practice visit assessments will take place during Year 2 or Year 3.

Entry Requirements

Acceptance to the second year of the Diploma is conditional on passing your first year theory examination (PQE Theory). It is highly recommended that you apply for the course as early as possible; we will process your application but hold it as provisional, pending the results of the examinations. If you are then unable to progress into the second year (due to exam failure) you will be entitled to a full refund of course fees.

Students must continue to work in practice as a trainee Dispensing Opticians under the supervision of a suitably qualified and registered professional for a minimum of 30 hours per week. A practical training timetable will be supplied each year to guide students and their Supervisors through the practice based learning element of the course.

ABDO and GOC membership subscription

All ABDO College students must retain their student membership of the ABDO. All UK and Republic of Ireland students must retain their student registration with the General Optical Council. Forms are available from www.optical.org.

Overseas students

Please ensure that you check with your own regulatory body before starting this course.

Malaysian students must also retain membership with MAPO (www.mapo.org.my)

South African students must retain membership with HPCSA (www.hpcsa.co.za)

Change of Supervisor

If you change your Supervisor, please ensure that you notify ABDO College, the Examination & Registration Department of the Association of British Dispensing Opticians and the General Optical Council.

Submission of assignments

All students should be aware that if their work is submitted late, reduced or no marks will be allocated. Students unable to achieve course schedules will be withdrawn with no refund.

There are 32 weekly assignments to complete. The pass mark for each assignment is 40%. In order for students to be eligible to sit ABDO theory and practical examinations, 100% of assignments need to be submitted on time and, gain an average mark of 40% or more in each topic.

Block release course studies

All ABDO College students in the UK and the Republic of Ireland are required to attend ABDO College for two separate fortnights study each academic year, as instructed by the GOC. Failure to attend for your blocks will result in removal from the course.

Application deadline

Course start date: 3rd September 2018
First assignment date: 12th September 2018

The application form should be received by ABDO College no later than 28/07/18. Failure to meet this deadline will result in a delay in the processing of your application. Applications received after this deadline will incur a late entry fee of £100.00.

Course fees

All students £3350 (excludes exam fees)

Course material will not be available until fees are paid in full. It is the student's responsibility to arrange the payment of course fees.

All fees are subject to change. In the event that you are not accepted onto the course, a full refund will be issued.

Resignation/withdrawal from course studies

After confirmation but before official start date	Full Refund Less £30 administration fee
Up to 2 weeks from the official start date	Full Refund Less £30 administration fee
2 to 4 weeks from the official start date	75% of course fee Less £30 administration fee
4 to 8 weeks from the official start date	50% of course fee Less £30 administration fee
8 weeks after the official start date	No refund

Once your place on the course is confirmed by ABDO College you will be liable to pay the fees, even if you subsequently withdraw from the course.